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MINUTES

Regular Meeting of the Board of Commissioners
Conducted Virtually Through Zoom Link
Thursday, December 17, 2020 5:30 p.m.

CALL TO ORDER

The meeting was called to order at 5:30 p.m.

Commissioners Present: A Olson, C Mathes, K Hansen, D Way, J McNett

Commissioners Absent: None

Staff Present: Executive Director M Everton, Aquatics Directors C Bigelow & J Bliven

APPROVAL OF THE MINUTES

Minutes from November 20, 2020 were approved as read.

CONSENT AGENDA

Vouchers were approved for payment. Comm Hansen will deliver to the county for processing.

PUBLIC COMMENT

Jennifer Lewis, Board chair for Friends, gave a short report. The fall fund drive is going well—she expects that we will come close to the \$20K match when the event concludes. Jennifer also noted that Amazon Smiles has been a program that they have been promoting. The Board suggested that all pool purchases be made through this program, whenever possible. The ED will follow up with John on his maintenance purchases.

DIRECTOR/FINANCIAL REPORTS

The ED updated the Board as follows. Kyle Ciminski has completed the written portion of the gym equipment orientation project and is current engaged in video production/editing. He will complete the project by month-end. The city fiber connection has been installed. We are currently in process re: purchasing a commercial firewall. Tyler will complete the transition once the equipment is received. Per Board suggestion, Melissa Reynolds will begin a knitting blog the first week of January. In addition to general interest, it is hoped that this may bring new attention and traffic to the facility.

Financials were reviewed. YTD net income is \$115K, including the forgiven PPP grant. November 30 cash was 497K.

NEW/OLD BUSINESS

1. Grant Activity. Carla reported that the state grant is in process and we expect to hear back by month-end. Her contacts have communicated that gyms and fitness facilities are in a priority position, given the impacts to their businesses. Total grant amount is expected to be \$20K.
2. City/FPFC Discussions. An invoice has been received from ARC for \$14K, reflecting \$10K in design fees and \$4K in cost-estimating. The invoice was forwarded to the city's major donor, who replied that he would cover only the cost-estimation piece. The city has offered to cover half of the design fee, leaving FPFC with a potential \$5K amount due. After discussion, it was agreed that we would cover that piece and the board voted to approve.
3. Staff Participation. It was discussed and agreed that staff would in the future attend Board meetings on both a rotating and an as-needed basis. As such, the swim coaches will attend the January meeting. There may be additional participation, as events warrant.
4. In-Service Training. There was extended discussion with regard to staff training sessions. In light of the current COVID numbers, the Board requested that non-mandatory training be limited until the surge abates. Mandated cert training will continue. The Board requested that Jessica provide detail on planned Q1 training and update the board on any changes to that schedule that might be made to minimize congregation/contact.
5. Self-Service. Carla reviewed the EZ system in detail and responded to Board inquiries. The Board was interested in the reservation system and the extent to which slots are being filled. The Board expressed concern re: empty lanes, created by patrons who fail to cancel on a timely basis. As such, the decision was made to remove monthly pool passes as an option until operations return to normal. For the time being, patrons will purchase punches in reserving lane space. Carla will develop a report for the last four months of this year detailing total reservations, cancellations and no-shows.
6. Disciplinary Policy. This discussion was tabled until the January meeting.

ADJOURN

A motion was made and seconded to adjourn the meeting at 7:30 p.m. The motion passed unanimously.

The next regular Commission meeting is scheduled for Thursday, January 21 at 5:30 p.m. It will be scheduled virtually via Zoom.